

NOTICE: This application form is authorized by section 283.37, Wis. Stats., and Chapters NR 151 and 216, Wis. Adm. Code. Personally identifiable information on this form may be used for other program purposes and may be made available to requestors under Wisconsin's Public Records laws and be posted on the Department's internet site.

Instructions: Complete the following for all permit applications. If additional space is needed to respond to a question, attach additional pages. Provide descriptions below that explain the program activities that you expect to develop and implement to comply with the Municipal Separate Storm Sewer System (MS4) general permit (<http://dnr.wi.gov/org/water/wm/nps/stormwater/muni.htm>). Section 3 of the MS4 general permit contains the compliance schedules that direct when the individual program activities need to be developed and submitted to the Department for review. The detailed programs that are developed and submitted to the Department for review may deviate from the program activities described below if necessary. The descriptions provided below are necessary for the Department to verify that the municipality's program activities comply with the permit.

Section I: Applicant Information

Name of Municipality

Town of Harrison

Mailing Address
W5298 Hwy 114

City
Menasha

State
WI

Postal Code
54952

County(s) in which Applicant is located
Calumet

Type of Municipality: (check one)

☐ County ☐ City ☐ Village ☒ Town ☐ Other (specify)

Section II: Local Contact Information (check one):

Name of Municipal Contact Person

Tracy Flucke

Title

Administrator

Mailing Address
W5298 Hwy 114

City
Menasha

State
WI

Postal Code
54952

E-mail address
TOHtracy@new.rr.com

Telephone Number (include area code)
(920)989-1062

Fax Number (include area code)
(920) 989-1077

Section III: Water Quality Concerns

Yes	No	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (An unofficial list of ORWs and ERWs may be found on the Department's Internet site at: http://dnr.wi.gov/org/water/wm/wqs/)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of Wisconsin impaired waterbodies may be found on the Department's Internet site at: http://dnr.wi.gov/org/water/wm/wqs/303d/303d.html)

Section IV: Area and Population Within the MS4

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is the MS4 within an "Urbanized Area" as defined by U.S. EPA? (See http://www.epa.gov/npdes/pubs/fact2-2.pdf)

If no, skip the rest of this section and continue to Section V. If yes, estimate the area served by and the population within the MS4 in an Urbanized Area (UA).

(Urbanized Area maps are available on the EPA web site at: <http://cfpub1.epa.gov/npdes/stormwater/urbanmaps.cfm>)

Total municipal area (in square miles): +/- 30 square miles	Total municipal population (in year 2000): 5,756
MS4 service area within Urbanized Area (in square miles): +/- 2.9 square miles	Municipal population within Urbanized Area (in year 2000): +/- 4,700

Section V: Potential Permit Exemption

Yes	No	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Section NR 216.023, Wis. Adm. Code, allows certain MS4s that have less than 1000 people residing in an urbanized area to be waived from having to obtain municipal storm water permit coverage.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Do you believe that the MS4 may be eligible for this potential exemption?

Section VI: Summary of Municipal Storm Water Program Activities

Describe the programs or activities the municipality is doing or will do to comply with the requirements of the MS4 general permit. Attach additional pages if necessary.

A. Public Education and Outreach

Describe the public education and outreach program activities that the municipality will implement to comply with section 2.1 of the MS4 general permit.

The Town of Harrison will work with Calumet County and neighboring communities to come up with public education and outreach programs to increase the awareness of storm water pollution impacts. We are also a member of Northeast Wisconsin Stormwater Consortium (NEWSC) and will use many of their already developed materials to get the information out to the residents. At this time we anticipate that we will use our newsletters, the Town website and local papers to inform the residents.

Calumet County is also in the process of applying for a Calumet Urban Area Storm Water Education Grant which will be used to expand on educational activities from the draft NEWSC I & E Model Plan to conduct a pilot education program within the Calumet County Urbanized area (which includes Harrison) and surrounding developing areas in order to meet the County's MS4 Storm Water Permit Requirements. This grant application will help the Town of Harrison, City of Appleton, City of Menasha, Village of Sherwood to work together on public education and outreach. Even if the County does not receive the grant we have started a dialogue between the various communities and all parties feel strongly we need to work together on this to get the same information in the same format out to the entire area for us to be successful. We will probably implement the proposed grant activities even if we do not get the grant, although we may have to do it on a smaller scale.

The County grant plan has two main focuses: 1) To design, create and present an educational program focusing on construction site waste management and erosion control geared towards developers, builders, suppliers, engineers and construction crews. 2) Design, create and implement an educational program focusing on private residential homeowner storm water practices.

As mentioned the Town is a member of the Northeast Wisconsin Stormwater Consortium (NEWSC). During 2005, NEWSC developed educational materials, coordinated several public service announcements on WHBY radio, orchestrated an episode of "It's Your Environment" TV program, sponsored a Community-Based Social Marketing Workshop, and conducted a telephone survey of local residents. These NEWSC activities will assist the Town with developing a more effective public education and outreach program.

The public education and outreach plan will (1) promote detection and elimination of illicit discharges and water quality impacts associated with such discharges, (2) inform and educate the public about proper management of materials that may cause storm water pollution from sources including automobiles, pet waste, household hazardous waste, and household practices, (3) promote the beneficial onsite reuse of leaves and grass clippings and proper use of lawn and garden fertilizers and pesticides, (4) promote the management of streambanks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways, (5) promote infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks, (6) inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices, (7) identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention, and (8) promote environmentally sensitive land development designs by developers and designers.

The Town's immediate goals are to develop and submit the public education and outreach plan to the DNR within 18 months of permit coverage and implement the public education and outreach plan within 24 months of permit coverage. As part of the public education and outreach program planning activities, the Town will develop more detailed measurable goals.

B. Public Involvement and Participation

Describe the public involvement and participation program activities that the municipality will promote to comply with section 2.2 of the MS4 general permit.

The Town of Harrison plans to form a Citizen Advisory Board (CAB) to help with public education and outreach. The group will be formed late this year or early next year. We will work with Calumet County on the development of the CAB. They will meet several times to help staff determine what information we will get out and how we will get the information out. One of the tasks the CAB will help to identify is the needs of town and county residents, this will help us to determine where to focus our efforts.

Our consultant Nick Vande Hey will meet with the CAB and provide direction and explain to them what public education materials are currently available to them to use to get the word out.

The Town Administrator will be the staff liaison to this committee and will work directly with them to make sure that

their input and suggestions are brought to the Town Board for review and implementation.

The Town's immediate goals are to develop and submit the public involvement and participation plan to the DNR within 18 months of permit coverage and implement the public involvement and participation plan within 24 months of permit coverage. As part of the public involvement and participation program planning activities, the Town will develop more detailed measurable goals.

C. Illicit Discharge Detection & Elimination

Describe the illicit discharge detection and elimination program authority and activities that the municipality will develop and implement to comply with section 2.3 of the MS4 general permit.

We will adopt an ordinance to prevent and eliminate illicit discharges and connections to the MS4. Our ordinance will most likely be based on the model NEWSC ordinance.

To the best of our knowledge at this time we will handle this task as follows. Our Road Superintendent will be responsible for the Illicit Discharge program and will be responsible for inspections and enforcement. Nick Vande Hey will develop policies and procedures for the Town and we will be responsible for documentation of all inspections. The Town will develop inspection reports based on the policies and procedures from Nick. These reports will be appropriately documented. We will work with the Calumet County Sheriff's Department to help us with enforcement and tickets for illegal discharge based on our ordinance.

The illicit discharge detection and elimination program will consist of (1) an ordinance or other regulatory mechanism to prevent and eliminate illicit discharges and connections to the MS4, (2) initial field screening at all major outfalls during dry weather periods, (3) on-going dry weather field screening of outfalls during the term of the permit, (4) procedures for responding to known or suspected illicit discharges, (5) actions to remove illicit discharges from its MS4 system as soon as possible, (6) notification procedures to notify downstream municipalities of any illicit discharges within one working day, and (7) name, title and phone number of the individual(s) responsible for responding to reports of illicit discharges and spills.

The Town's immediate goals are to (1) develop and submit an illicit discharge detection and elimination ordinance to the DNR within 24 months of permit coverage and adopt the ordinance within 30 months of permit coverage, (2) develop and submit illicit discharge response procedures to the DNR within 24 months of permit coverage and implement the procedures within 30 months of permit coverage, (3) complete initial field screening within 36 months of permit coverage, and (4) develop and submit an on-going field screening program to the DNR within 36 months of permit coverage and implement the program within 48 months of permit coverage. As part of the illicit discharge detection and elimination program planning activities, the Town will develop more detailed measurable goals.

D. Construction Site Pollution Control

Describe the construction site pollutant control program authority and activities that the municipality will develop and implement to comply with section 2.4 of the MS4 general permit.

The first step in construction site pollution control will be to develop an ordinance to reduce the discharge of sediment and construction materials from construction sites. Our ordinance will most likely be based on the model NEWSC ordinance and we will work with the County to make sure our ordinances are at least as stringent as their's.

To the best of our knowledge at this time we will handle this task as follows. We currently have an erosion control requirement for all new development and our Building Inspector takes care of all inspections and enforcement. He will continue to do this work and will enforce any requirements that will become part of the new ordinance. During construction of the overall site our Road Superintendent handles the erosion control inspection and enforcement. Currently there are no fees or permits required for these inspections, we will definitely look into some Permit fee for this.

The Town currently requires a building escrow and can retain part or all of it for any builders in violation of our erosion control requirements. We will probably continue this practice and also look into an erosion control permit fee to help offset the potential increased costs for additional inspections by our Building Inspector.

With the help of Nick we will develop an inspection policy to look at frequency, site size, topography, soils, water body etc.

The construction site pollutant control program will consist of (1) an ordinance or other regulatory mechanism to require erosion and sediment control at construction sites and establish sanctions to ensure compliance, (2) procedures for construction site inspection and enforcement of erosion and sediment control measures, and (3) procedures for receipt and consideration of information submitted by the public.

The Town's immediate goals are to (1) develop and submit a construction site pollutant control ordinance to the DNR within 18 months of permit coverage and adopt the ordinance within 24 months of permit coverage, and (2) develop and submit construction site inspection and enforcement procedures to the DNR within 18 months of permit coverage and implement the procedures within 24 months of permit coverage. As part of the construction site pollutant control program planning activities, the Town will develop more detailed measurable goals.

E. Post-Construction Site Storm Water Management

Describe the post-construction storm water management program authority and activities that the municipality will develop and implement to comply with section 2.5 of the MS4 general permit.

Again with this item the first step will be to develop an ordinance to require control of the quality of discharges from areas of new development and redevelopment after construction is complete. Our ordinance will most likely be based on the model NEWSC ordinance and we will work with Calumet County to make sure our ordinances are at least as stringent as their's.

To the best of our knowledge at this time we will handle this task as follows. Inspections will be handled by the Road Superintendent and the Town Administrator. All inspection record keeping will be the responsibility of the Administrator. The Administrator and Road Superintendent will develop a form to be used to record all inspections and track all Best Management Practices(BMP). This data will be compiled by the Administrator so the required DNR annual reports can be completed.

The post-construction storm water management program will consist of (1) an ordinance or other regulatory mechanism to regulate post-construction storm water discharges from new development and redevelopment, and (2) procedures that will be used to ensure long-term maintenance of storm water management facilities.

The Town's immediate goals are to (1) develop and submit a post-construction site storm water management ordinance to the DNR within 18 months of permit coverage and adopt the ordinance within 24 months of permit coverage, and (2) develop and submit long-term maintenance procedures to the DNR within 18 months of permit coverage and implement the procedures within 24 months of permit coverage. As part of the post-construction site storm water management program planning activities, the Town will develop more detailed measurable goals.

F. Pollution Prevention

Describe the pollution prevention program activities that the municipality will implement to comply with section 2.6 of the MS4 general permit.

Nick will be completing several maps to help us to develop our pollution prevention program. He will be responsible to complete the water quality modeling (SLAMM) and peak discharge modeling.

The Town currently does a spring and fall yard waste cleanup, where we provide curbside pickup of leaf and grass clippings and smaller brush. We will continue with this and look at potential expansion of this program. We also encourage residents to compost these materials and sell home compost bins to encourage this practice. Over the last two years we have received a recycling grant that has targeted composting. The grant has allowed us to develop press releases and other public relation materials to encourage home composting.

The Town currently contracts for street sweeping with the City of Brillion. The sweeping is proposed to be done once a month on curb and gutter streets. The sweeping is completed for aesthetics, to prevent clogging, leaf and grass clipping cleanup and pollution control. We will look into our current practice and decide if we will continue as we have been or change our practice.

Several wet ponds and dry ponds are located in the Town. Nick will locate and map these and other BMPs. He will also evaluate the water quality benefits of these facilities .

Nick will work with other permitted MS4s in our community to coordinate policies to satisfy our requirements. He will work with DOT, Calumet County Highway Department and any other public entities.

The Town of Harrison will develop and implement a pollution prevention program. Town Staff and our consultant, McMahon Associates, will be developing the municipal prevention program over the next 24 months. The program will likely be developed in phases, starting with the MS4 storm sewer system map. The Town is a member of NEWSC which is a local stakeholders organization. The Town will likely use various pollution prevention materials developed by NEWSC, particularly training and educational materials. The pollution prevention program will be reviewed by Town Staff and approved by the Town Board prior to implementation. The general public will also be encouraged to participate in program development and implementation during Town Board meetings.

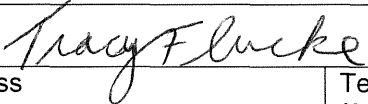
The pollution prevention program will consist of (1) routine inspection and maintenance of municipally owned or operated structural storm water management facilities, (2) routine street sweeping and cleaning of catch basins with sumps where appropriate, (3) proper disposal of street sweeping and catch basin cleaning waste, (4) road salt or other deicer applications only as necessary to maintain public safety, (5) proper management of leaves and grass clippings, which may include on-site beneficial reuse as opposed to collection, (6) storm water pollution prevention planning for

municipal garages, storage areas and other sources of pollution from municipal facilities, (7) application of lawn and garden fertilizers on municipally controlled property, with pervious surfaces over 5 acres each, in accordance with a site-specific nutrient application schedule based on appropriate soil tests, (8) education of municipal and other personnel involved in implementing this program, (9) measures to reduce municipal sources of storm water contamination within source water protection areas, (10) develop and implement a storm water management plan to achieve a 20% and 40% reduction in total suspended solids discharging from the MS4 by March 10, 2008 and March 10, 2013, respectively, (11) evaluation of municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase total suspended solids removal from runoff, (12) assessment of compliance by conducting a pollutant loading analysis using a model such as SLAMM, P8 or equivalent methodology, and (13) develop and maintain a MS4 storm sewer system map.

The Town's immediate goals are to (1) develop and submit a pollution prevention program to the DNR within 24 months of permit coverage and implement the program within 30 months of permit coverage, (2) complete and submit an evaluation of flood control structures / assessment of compliance to the DNR by March 10, 2008 or within 24 months of permit coverage, and (3) develop and submit an MS4 Storm Sewer System Map to the DNR within 24 months of permit coverage. As part of the pollution prevention program planning activities, the Town will develop more detailed measurable goals.

Section VII: Certification

Certification: I hereby certify that I am an authorized representative of the municipality that is the subject of this application for general permit coverage, and that the information provided is true and complete, to the best of my knowledge. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Name Tracy Flucke		Title Administrator
Signature 		Date Signed May 30, 2006
E-mail address TOHtracy@new.rr.com	Telephone Number (include area code) (920)989- 1062	Fax Number (include area code) (920)989-1077

Return this completed form to:
Wisconsin Department of Natural Resources
Storm Water Program – WT/2
PO Box 7921
Madison, WI 53707-7921